



Arbor Heights Elementary

2nd Annual Dinner & Auction

Instead of having many fundraisers throughout the year, requiring much time and many volunteers, money raising efforts will be limited to one or two BIG events. More information will follow and tickets will soon be available, so save the date because...

You are invited!

Taking Flight! Auction on Saturday, November 13, 2010

Brockey Center at South Seattle Community College

To make this a successful event we need our entire Arbor Heights community to participate. This may mean gathering donations, spreading the word, volunteering as a room parent to help with classroom art projects, volunteering on the auction committee, and of course, you and your friends and family attending this fun event!

Procurement "How To"

- Everyone is a potential donor! Consider asking employers, family members, friends and local businesses to donate a service, item or experience.
- With other local schools having their auctions around the same time, we need to move quickly in order to get the best procurements!
- A procurement form is attached and more are available in the main office. Please fill out the form completely with detailed information regarding the donated item such as quantity, size, contents, color, etc. Also include any restrictions on services or accommodations. Don't forget to include your name and phone #.
- Return completed FORMS no later than Friday, October 29, 2010 to the main office, so we can create an accurate and complete catalog prior to the event for viewing.
- Deliver donated ITEMS to the main office as soon as they are procured. Items must be delivered no later than Tuesday, November 9, 2010. Please leave your name and phone # when dropping off items in case we have questions. Thanks!

Procurement Ideas:

Vacation/Experiences

- Weekend getaways to timeshares, cabins, summer homes, ski resorts
- Sailing/boating
- Wine tasting, girls/guys weekend
- Airline mileage
- Fishing, golfing, hiking, skiing for a day

Services

- Carpentry, landscaping, painting, hauling
- babysitting, massage

Food/Meals

- Dinner parties (themed), restaurant gift certificates, lunch/dinner with celebrity, tea party/b-day party

Sports

- Tickets to sporting events
- Gym membership, personal trainer
- Sports memorabilia, equipment

Household

- Decorations, appliances, tools, electronics

Have fun and be creative!

Thanks in advance from your auction planning committee!